



CITY OF LONGBEACH

Director of Parks, Recreation and Marine



THE COMMUNITY

With a population of approximately 470,000, the City of Long Beach is the seventh largest city in the State of California, the second largest city in Los Angeles County, and one of the most ethnically diverse cities in the country. The City is supported by industries in education, health and social services, manufacturing, retail trade, and professional services. With this broad spectrum of people in culturally and economically unique neighborhoods, business areas, and entertainment districts, Long Beach is one of the most vibrant communities in the country.

Enjoying an ideal Southern California climate, Long Beach is home to an abundance of cultural and recreational opportunities. The Long Beach Convention Center, the International City Theatre, Aquarium of the Pacific, Queen Mary, the annual Toyota Grand Prix of Long Beach, and a wide variety of restaurants and local shops draw over five million visitors a year.

The Port of Long Beach is the second busiest port in the United States. If combined with the adjacent Port of Los Angeles, the Ports of Long Beach and Los Angeles would be the world's tenth-busiest port complex by container volume. The City also has its own full-service commercial airport, which has become a favored travel friendly alternative to other Southern California airports by offering a new passenger concourse and parking structure, preferred flight schedules, carriers, and overall accessibility. In addition, Los Angeles' rail transit system, the Metro Blue Line, has numerous stops within the City and throughout the region and is the most used light rail in the country.

The future looks bright in Long Beach and the City is alive with activity – growing, improving, and proudly advancing into the future. With its ideal location in Southern California and on the Pacific Rim, year-round comfortable climate, healthy business environment and far ranging cultural pursuits, Long Beach is being rediscovered by investors, developers, and new businesses in increasing numbers.

For more information about the City of Long Beach, please visit their website at www.longbeach.gov



THE DEPARTMENT OF PARKS, RECREATION AND MARINE

The Department of Parks, Recreation and Marine is one of the premier parks and recreation departments in the country and is consistently recognized for excellence in management practices and programs, having received the national Gold Medal Award four (4) times. The Department supports various advisory bodies that are appointed by the Mayor and confirmed by the City Council. These include the Parks and Recreation Commission, the Senior Citizens Advisory Commission, Marine Advisory Commission, and the Commission on Youth and Children. The Department has an operating budget of over \$55 million, with a full-time equivalent staff of 443 (equating to over 1,000 full-time and part-time employees).

Award Winning Parks and Programs

The Long Beach Parks, Recreation and Marine Department operates over 160 parks with 26 community centers, two major tennis centers, an animal shelter, one of the busiest municipal golf systems in the country with five courses, where over 400,000 rounds of golf are played annually, and the largest municipally operated marina system in the nation with over 3,200 boat slips and 6 miles of beaches. More than 3,200 acres within the City's 50 square miles are available for recreation. The Department also offers more than 2,400 contract classes (fitness, health, enrichment) to people of all ages (newborn to senior) every year. In addition, the Department offers after school programs at 26 sites during the school year, as well as summer programs for youth 5-12 years old. Other unique sites include multiple community gardens, a municipal cemetery, over 38 miles of bike trails, nine dog parks, and eight skate parks.

The City of Long Beach encourages a healthy and sustainable lifestyle by providing its residents with bike paths, pedestrian walkways, and a plethora of outdoor activities, outdoor play space, both active and passive, and a strong urban forest. The Parks, Recreation and Marine Department plays a key role in this sustainable and healthy living city.



THE POSITION

The Director of Parks, Recreation and Marine plans and directs the City's parks, recreation, cultural, and animal care facilities, and assures that City park grounds, beaches, marinas and waterways, are maintained in a usable and attractive manner, in accordance with public policy mandated by the City Council and various County, State, and Federal agencies. The Director coordinates the development of Departmental long-range and short-term goals and objectives, which reflect community priorities in the areas of recreation, culture, marine/beaches, and animal services as discerned through consultation with community leaders, City Council, City Manager, City staff, and the Department's executive staff.

The Director oversees a talented staff, including six direct reports, while working collaboratively to create a vibrant and 'livable' city. The ideal candidate will bring innovation, enthusiasm, motivation, and a professional and engaging leadership style that embraces healthy living, team work, and excellent communication, with a demonstrated ability to create and build successful business relationships.

Responsibilities of the Director of Parks, Recreation and Marine include, but are not limited to:

- Responsible for the effective delivery of all Departmental programming and services, and the maintenance and development of all parks, beaches, marinas, community centers, golf courses, and other recreational facilities.
- Serves as the executive staff for the Parks and Recreation Commission, a charter commission responsible for the acquisition of lands, waterways, buildings, or other facilities for public recreation, approving plans for the construction or improvement of buildings or other facilities for public recreation, authorizing issuance of permits and the negotiation of leases and contracts in connection with public leisure activities, approving fee changes for public recreation programs and the use of recreation facilities, and performing such other duties as may be delegated by the City Council.
- Develops an understanding of the human needs of a culturally and ethnically diverse community, and determining the appropriate deployment of the City's resources in light of competing priorities.



THE CANDIDATE

Qualifications

The Director of Parks, Recreation and Marine requires a thorough knowledge of the principles of recreation and park management, public administration, personnel management, community organization, fiscal management and budget control, grants and other funding sources, and legislative advocacy. The incumbent must have a demonstrated ability to reason logically and creatively; present ideas and information effectively orally and in writing; maintain the confidence and cooperation of the Department's management team; and, plan for the future while addressing the issues of the day.

Experience

Minimum of ten years of progressively responsible experience in recreation and community programs, with at least 5 years of experience at the management level. Experience with a commensurate sized city desirable, but not required.

The selected candidate should also have the ability to:

- Ensure achievement of the public policy objectives as reflected by the City Council ordinances, resolutions, and the City Manager's direction through the management of the Department of Parks, Recreation and Marine.
- Ensure effective utilization of City financial resources through the budgetary process and the monitoring of expenditures and revenues.
- Keep the City Manager, Mayor, and City Council informed of developments, problems, and opportunities resulting from the Department's activities.
- Ensure public understanding and support of the needs and objectives of the Department of Parks, Recreation and Marine through participation in community organizations and presence at various community affairs, as well as by giving direction to public information staff.

Characteristics and Key Competencies

The City of Long Beach continually strives to meet the changing needs of its residents by developing innovative, progressive and dynamic programs and policies. The City is looking for an individual who has a commitment to develop and implement this innovative vision and the experience in directing a varied and diverse workforce.

The selected candidate will be a collaborative, even-tempered, and confident leader who has the ability to work with an experienced senior management team to:

- Develop and motivate an effective management team ensuring continued quality services to a diverse community that reflect the needs and interests of the residents of Long Beach.
- Increase the community's understanding and support of the Department's efforts to improve the quality of life in Long Beach, and respond to competing interests related to active versus passive use.
- Be a team player who can plan and coordinate Capital Improvement Projects with multiple departments in light of regulatory, staffing, and/or funding limitations.
- Have excellent verbal, written, and interpersonal communication skills.
- Lead by example – embrace the values of a healthy lifestyle, collaboration and team work, and excellent customer service.
- Be a person with the highest ethical standards who is willing to make difficult decisions based on what is right, enforces not just the letter of the law, but the spirit of the law.
- Have the exceptional ability to work with the public, Commission members, City officials and employees.

COMPENSATION AND BENEFITS

The salary range for this position is around the low \$200,000, but placement is dependent upon experience and qualifications. The City's compensation package also encompasses an attractive benefits package that includes:

- Retirement – City offers CalPERS with a benefit of 2.5% @ 55 for Classic members or 2% @ 62 for new members as defined by PEPR, subject to the limitations set by PERS. Employee pays the employee portion. The City also participates in Social Security.
- Vacation – Twelve (12) days after one year of service; 15 days after 4.5 years of service; 20 days after 19.5 years of service.
- Executive Leave – Forty (40) hours per year.
- Sick Leave – One day earned per month; unlimited accumulation; conversion upon retirement to cash credit toward health and/or dental insurance premiums, or to pension credits.
- Holidays – Nine designated holidays per year, plus four personal holidays.
- Monthly Auto Allowance - \$450.
- Health Insurance – Two plans are available: one HMO, and one PPO plan. The City pays major portion of the premium for employee and dependents depending on the health/dental plan selected.
- Dental Insurance – Two dental plans are available for employees and dependents.
- Life Insurance – City-paid term life insurance policy equal to three times annual salary to a maximum of \$500,000.
- Disability – City-paid short-term and long-term disability insurance.
- Management Physical – Annual City-paid physical examination.
- Deferred Compensation – Available through ICMA Retirement Corporation.



APPLICATION PROCESS & RECRUITMENT SCHEDULE

The final filing date for this position is **Friday, December 18, 2015**. To be considered, please submit your cover letter with current salary, résumé, list of six professional references (who will not be contacted in the early stages of the recruitment) to: resumes@cpshr.us. Résumés should reflect years and months of positions held, as well as size of staff and budgets you have managed.

CPS HR CONSULTING

Frank Rojas

CPS HR CONSULTING

Tel: 916 471-3111 • Fax: 916 561-8478

E-mail: resumes@cpshr.us

Website: www.cpshr.us/search

Résumés will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. CPS HR Consulting will report the results to the City. Only the most qualified candidates, as determined by the screening process, will be invited to participate in the selection process. Final interviews may include presentations to multiple panels, as determined by the City Manager. The final candidates will be subjected to an extensive reference and background check. For additional information about this position please contact Frank Rojas.

The City of Long Beach is an EEO/ADA employer and values and encourages diversity in its workforce.

Photos provided by the Long Beach Convention and Visitors Bureau.